

JUSTIFICATION FOR SINGLE SOURCE AWARDS IAW [FAR 13.106-1](#)
(OVER MICRO-PURCHASE THRESHOLD(\$3K) BUT NOT EXCEEDING THE SAT (\$150K))

IAW [FAR13.104](#), COs must promote competition to the maximum extent practicable to obtain supplies and services from the source whose offer is the most advantageous to the Government, considering the administrative cost of the purchase. When competition is not practicable, IAW [FAR13.106-1\(b\)](#), COs solicit from a single source for purchases not exceeding the simplified acquisition threshold. COs may solicit from one source if the CO determines that the circumstances of the contract action deem only one source reasonably available (e.g., urgency, exclusive licensing agreements, brand-name or industrial mobilization). IAW [FAR13.106-3\(b\)\(3\)](#), COs are required to include additional statements **explaining the absence of competition** (see [13.106-1](#) for brand name purchases) if only one source is solicited and the acquisition does not exceed the simplified acquisition threshold (does not apply to an acquisition of utility services available from only one source) or supporting the award decision if other than price-related factors were considered in selecting the supplier. This template when completed can be used to document single source awards IAW [FAR13.106-3\(b\)\(3\)](#). Note: Statements such as "only known source" or "only source which can meet the required delivery date" are inadequate to support a sole source purchase.

1. ACQUISITION PLAN ACTION ID:
VA258-15-N-0765

**1A. PROJECT/TASK
No. AMA MFD**

1B. ESTIMATED AMOUNT:
\$66,859.20

2. BRIEF DESCRIPTION OF SUPPLIES OR SERVICES REQUIRED AND THE INTENDED USE:

The Amarillo VA Health Care System (AMAVAHCS) has a requirement for Multi-Function Devices. Awarded contractor shall have the ability to provide Digital Multifunction Devices (MFD), onsite installation, onsite maintenance, Professional IT services, Document Imaging conversion services, Managed Print assessment and associated services that may be required by the Amarillo VA Health Care System (AMAVAHCS) under this Purchase Agreement.

3. UNIQUE CHARACTERISTICS THAT LIMIT AVAILABILITY TO ONLY ONE SOURCE, WITH THE REASON NO OTHER SUPPLIES OR SERVICES CAN BE USED:

The use of MFDs allows the AMAVAHCS to continually provide medical support services in order effectively meet their administrative missions. The NMVAHCS currently have a contract for 97 MFDs that are presently with the supporting clinics. TASCOSA OFFICE MACHINES, INC is the only contractor with a proprietary right to work on the MFD on site for AMAVAHCS. Award to any other sources would result in interruption in service that would cause unacceptable delays and costs, which will severely impact NMVAHCS. It is neither cost effective nor realistic to expect another contractor to perform during the brief interim period due to the startup cost and 60 day phase-in period for the placement of over 97 MFDs.

4. REASON THAT SUGGESTED SOURCE IS THE ONLY SOURCE, WHICH CAN PROVIDE THE SUPPLIES OR SERVICES:

IAW and under statutory authority 10 U.S.C. 2304(c)(1) as implemented by FAR 6.302-1, Only one responsible source and no other supplies or services will satisfy agency requirements. The Government cannot risk a lack of MFDs during the delay of the successor contract award as it will prevent AMAVAHCS customers from performing their daily mission in supporting the Veterans Care. It has been determined awarding a two (2) month interim contract to TASCOSA OFFICE MACHINES the incumbent for the MFDs in order to continue services as uninterrupted until a new contract is in place is in the best interest of the Government. This is a brand name only procurement.

5. DESCRIPTION OF MARKET RESEARCH CONDUCTED AND RESULTS OR STATEMENT WHY IT WAS NOT CONDUCTED:

Market research was conducted on google, NASA SEWP and FBO. Also, Posted a RFI on FBO from 18-25 Mar 2016 and using RFI Request # VA258-14-C-0088 found one interested contractor TASCOSA OFFICE MACHINES, INC.

6. Contracting Officer's Certification: *Purchase is approved in accordance with FAR13.106-1(b). I certify that the foregoing justification is accurate and complete to the best of my knowledge and belief. Note: COs are required to make a determination of price reasonableness IAW FAR 13.106-3. See the [Commercial Supply and Service SOP](#) for Price Reasonableness templates.*

Signature: _____

Date: _____

Name: William Corson _____

Title: Contracting Officer _____ **NCO:** NCO 18 PHX _____